

TOWN OF MCMILLAN
McMillan Town Hall
113904 Elm Tree Road, Marshfield, WI 54449
December 11, 2023 7:00 PM

1. The meeting was called to order at 7:00 p.m. by Deb Derfus. The Pledge of Allegiance was recited.
2. **Roll Call:** Present: Dan Gotto, Nicole Forst, Dave Swenson, Carolyn Opitz, Deb Derfus.

MOTION – to move insurance presentation from item #17 to present; Forst/Swenson; all ayes

Michelle Strauss presented an insurance proposal for 2024 coverage. Currently has approximately 600 public entity clients including the Towns of Stettin and Wausau among others.

3. **PUBLIC COMMENT** – George Derfus stated that the McMillan US Flag was in disrepair and needed replacing.
4. **Approval of Town Board meeting minutes from November 13, 2023 – MOTION** to approve the minutes as presented. Gotto/Opitz; all ayes;

MOTION – to move 2023 Budget Amendment from item #15 to present; Forst/Opitz; all ayes

MOTION – to amend 2023 budget to increase revenue line 48501 and expense line 52260-10 by \$17,791.78; Derfus/Opitz; Roll call vote; Gotto-aye; Forst-aye; Swenson-aye; Opitz-aye; Derfus-aye; all ayes

MOTION – to amend 2023 budget to increase revenue line 47323 and expense line 52260 by \$6,462.00; Derfus/Gotto; Roll call vote; Gotto-aye; Forst-aye; Swenson-aye; Opitz-aye; Derfus-aye; all ayes

MOTION – to amend 2023 budget to increase revenue line 46720 and expense line 55200-05 by \$5,600.00; Derfus/Opitz; Roll call vote; Gotto-aye; Forst-aye; Swenson-aye; Opitz-aye; Derfus-aye; all ayes

MOTION – to amend 2023 budget to increase revenue line 48400 and expense line 53315 by \$32,199.55; Derfus/Gotto; Roll call vote; Gotto-aye; Forst-aye; Swenson-aye; Opitz-aye; Derfus-aye; all ayes

5. **REPORTS**

- a. Plan Commission – No meeting
- b. Highway – Deb went to the County for the road improvement committee meeting. Our LRIP application was ranked #4 on the list that was sent to the State. The Rural and Triable Assistance Program grant that we submitted was denied.
- c. Newsletter – n/a
- d. Website/Library – General website updates have been occurring regularly. The current library agreement expires on December 31, 2023. The final agreement is on the agenda below.
- e. Buildings and Grounds – Carolyn received quotes for new lighting. Evaluation of quotes will be delayed due to lack of budget. A contractor came to evaluate the Pavilion flooring and estimated the cost to refurbish the floor to be \$13,000. Rentals continue in December, with 40 rentals in 2023, less 2 cancellations. 17 reservations for 2024 already!
- f. Garbage – The garbage and recycling per house was \$283.32 in 2023 and has increased \$297 for 2024. An additional recycle bin is available for \$20 per year. It was reported that some residents have two garbage bins and both aren't being picked up. Swenson will investigate with our rep.
- g. Policies and Procedures – work continues
- h. Ordinances – work continues
- i. Fire Department
 - i. 0 fire calls; 1 EMS calls;
 - ii. Received denial letter for the AFG Grant which was initially planned to replace the air compressor system. Approximate cost: \$48,214. It was stated that the current air compressor is not adequately filling the current air tanks. Marshfield Fire Department will charge approximately \$12 per bottle to refill. McMillan FD uses approximately 3-4 tanks of air per month.

- iii. Fire Department would like to purchase extrication equipment with Fall Fest funds. Total cost: \$8,794.00. No action was taken at this time.

6. CLERK REPORT

- a. Received three open records requests and fulfilled four open records requests.
- b. Marathon County is updating their Groundwater Plan and is conducting groundwater samples in early 2024. This notice was posted to our website and Facebook page.
- c. Sanitary permit was issued on: Dragonfly Road; Zoning permit was issued on: Mann Street.
- d. Two new addresses were created on Dragonfly Road and Tammy Lane.
- e. **MOTION** – approve checks 19753-19784 plus electronic transfer 231101-231110; Gotto/Swenson; all ayes
- f. Year to date budget to actual through December 11, 2023 was presented

7. TREASURER REPORT

- a. Bank reconciliation was presented.
- b. Discussion regarding how to proceed with clearing out the current balance on the tax account. It was agreed that Donna would consult with the bank about moving the balance into a CD or new Money Market account.
- c. **MOTION** – to write additional checks to: USPS Postmaster in the amount of \$990 and Marathon County to settle the dog tags in the amount of \$1,170; Gotto/Forst; all ayes.
- d. **MOTION** – to transfer \$20,667.53 from fall fest to main checking; Forst/Opitz; all ayes.
- e. **MOTION** – to transfer \$8,794.00 from fall fest to main checking to pay for extrication equipment; Forst/Opitz; all ayes.

- 8. McMillan & Everett Roehl Marshfield Public Library Joint Library Agreement – MOTION** – to approve agreement as presented; Gotto/Swenson; Roll call vote; Gotto-aye; Forst-aye; Swenson-aye; Opitz-aye; Derfus-aye; all ayes

- 9. Appointment of 2024-2025 Election Inspectors – MOTION** – to approve list of Election Inspectors as presented; Opitz/Forst; all ayes

- 10. Set 2024 Caucus date** – set 2024 Caucus to be Monday, January 8, 2024 at 6:30pm.

- 11. Set date for 2023 year-end meeting – MOTION** – to set year-end meeting date to be December 27, 2023 at 6pm. Gotto/Swenson; all ayes

- 12. Employee Christmas gift – MOTION** – to set employee Christmas gifts as follows: Gotto/Opitz; all ayes, Forst and Swenson abstained.

- a. Trevor Forst: \$50
- b. Lorrie Bauer: \$50
- c. Rod Bauer: \$100
- d. Gene Schneider: \$50
- e. Dave Swenson: \$50
- f. Pat Weigel: \$250
- g. John Cokl: \$150
- h. Donna Siltala: \$150

- 13. Fire Department billing** – Chief Bauer contacted multiple municipal Fire Chiefs and one stated that if the FD bills for services, any receipts must be deducted from the next year's levy. Clerk Cokl will contact WTA to request clarification. The agenda items was tabled until February 2024.

14. Grant for Scheuer Creek percentage – MOTION – to revise our LRIP application to reflect a 35%/65% cost share, with McMillan bearing 35%. Gotto/Forst; all ayes.

15. Amend 2023 Budget – this occurred earlier in the meeting.

16. Approve 2024 Budget - MOTION – to approve 2024 budget as presented; Gotto/Swenson; Roll call vote; Gotto-aye; Forst-aye; Swenson-aye; Opitz-aye; Derfus-aye; all ayes

17. Insurance renewal discussion – this occurred earlier in the meeting

18. Recognition of ARPA expenses – John reviewed a list of expenses that qualify as ARPA expenses. No action was taken.

MOTION – to adjourn the meeting; Opitz/Swenson; all ayes

ADJOURN: 9:23 p.m.

Respectfully Submitted by: John Cokl, Town Clerk